



Utah Department of Transportation  
Engineering, Environmental, and Consultant Services

## File Downloading Instructions

The below are steps to assist you in downloading files from a UDOT web page.

Step 1. Create a blank directory on your hard drive for downloads (suggest "download"). Create a separate folder for each type of download. By keeping each set of downloads in a different folder you are less likely to get file types mixed up. The download should be to a hard drive, not a floppy diskette.

Step 2. Click the file you want to download. (NOTE: Be sure to monitor the download as some Internet Service Providers do not recognize file downloads from the Internet as modem activity and may disconnect you.)

Step 3. Select "Save it to disk" if you are given a choice.

Step 4. The "Save As" dialog box will appear. Select the directory of your choice set in step 1.

Step 5. Save the selected file to your computer.

NOTE: If the file is an "exe" file continue at step 6, otherwise go to step 10. If you are using Netscape Communicator, files other than "exe" may download with an "exe" extension. This has been fixed in version 4.05 and above. [Click here for a further explanation.](#)

Step 6. If the file has an "exe" file extension then the file is a self-extracting ZIP file containing one or more compressed files.

Step 7. Run "Windows Explorer" or "File Manager."

Step 8. Select the folder where the file(s) you downloaded are located.

Step 9. Double-click the "exe" file to run it. If asked select the same file location to extract the files.

Step 10. All files extracted in step 9 and any other files you downloaded that had a file extension other than "exe" can be opened directly in the appropriate application. [Click here to see an explanation of file types and typical extensions.](#) DO NOT attempt to open an "exe" file in any application (see step 6).

The following is an explanation of the file extensions used in UDOT web pages.

Note: If you are using Netscape Communicator, files other than "exe" may download with an "exe" extension. (This has been fixed in version 4.05 and above. If you are using Netscape version 4, but earlier than version 4.05 you should consider upgrading. Go to <http://home.netscape.com/netcenter/index.html> for more information.) If you do not upgrade, the remainder of this paragraph provides further guidance. Non "exe" files that save with the "exe" extension are not true executable files and can be opened directly in the associated application. This can be very confusing so to work around this problem I recommend not selecting the file directly by clicking on the file with the left mouse button. Prior to clicking on any file press and hold the "Shift" key and then click the link with the left mouse button (shift-click). Another option is to use the right mouse button. After a right-click, select "SAVE LINK AS" from the available selections. These last two methods should allow you to maintain the file extension that we set.

--- **.dat (WordPerfect file)**

--- **.dxf (Standard drawing file for use in applications that use dxf format)**

--- **.dgn (Standard drawing file for use in applications that use dgn format)**

--- **.doc (MSWord file)**

--- **.exe (An executable file that should be saved to a blank directory. When executed the file will unzip the contained files for use as specified by file extensions explained here. Do not attempt to open an exe file in an application. The file must be expanded before use.)**

--- **.frm (WordPerfect file)**

--- **.ltr (WordPerfect file)**

--- **.map (WordPerfect graphics file)**

--- **.met (Metric unit WordPerfect file)**

--- **.que (WordPerfect file)**

--- **.rfq and .rfp (WordPerfect file)**

--- **.wpd (WordPerfect file)**